

Preble County Mental Health & Recovery Board

Board Meeting Minutes

March 25, 2024

6:30 p.m. In Person/Teams

Meeting Called By: Landen O'Banion, Board Chair
Attendees: All Board Members and Public

Type of Meeting: Regular Board Meeting

Mission Statement

To ensure that quality mental health and addiction services and supports are available to all Preble County residents.

Present: Armstead, Miranda; Wood, Robert; Garton, Megan; Sizemore, David; Steele, Shannon; O'Banion, Landen

Announced Absence: Schlotterbeck, Paula; Clark Ashley

Unannounced Absence: Cross, Ian; McQueen, Tyessa

Staff: Hurst, Sherry; Raynes, Amy; Green, Autumn

Call To Order: Chairman O'Banion called meeting to order at 6:30 PM

Roll Call: Roll Call was read by Board Staff, Autumn Green

Reading of the Mission Statement: Miranda Armstead read the mission statement.

Additions/Deletions to the Agenda: Additions-Additions-**Opiate Conference and Landlord Incentive Agreement.** Deletions-**FY25 YWCA Lease- \$6,450 Revenue**

Recognition of Guests: Ott, Kelli; Landerer, Lisa; Treasure, Cynthia; Esposito, Beth; Genth, Clayton; Bullen, Mary; Gardner, Leslie.

HIT Foundation Proposal- The HIT Foundation explained to the board the operations of the homeless shelter and their needs. The HIT Foundation proposed an increase in board funds for individuals with mental health & substance use disorders. Board members suggest approaching the Commission Office for additional funding.

Presentation of the February 26, 2024, Board Meeting Minutes

24.03.623 Robert Wood motioned to approve the February 26, 2024, Board Meeting Minutes with Megan Garton seconding. Yes- 6 No-0 Abstain-0

Board Staff Report

Amy's March calendar-Director Raynes presented her March calendar to the board. Board members had no questions.

Compliance in a Nutshell – Director Raynes presented the Compliance in a Nutshell. Director Raynes explained Federal subaward requirements and that the board staff will be implementing these practices.

Reminder of Director Evaluation/Board Evaluations- Director Raynes reminded the board about completing the director evaluation and board member evaluation before the April board meeting.

Annual Report-Draft- Director Raynes stated that she will be sending out the draft Annual Report for the board members to review before the April meeting.

Opiate Conference- The board has two free tickets to the Mental Health & Recovery conference in June. Raynes stated if no board members would like to go then Green and Director Raynes will be attending.

Capital Grant Application- Director Raynes explained that the board is receiving additional funding from the capital grant. In order to receive said funding the board must support the request.

24.03.624 Robert Wood motioned to approve the capital grant application request with Miranda Armstead seconding. Yes-6 No-0 Abstain-0

Authorization of Signatures for Capital Grant Funds- Director Raynes also stated that in order to receive the additional capital funds the board has to approve Director Raynes and Chairman O'Banion the authority to sign project related documents such as funding application, contract, forgivable mortgage.

24.03.625 Miranda Armstead motioned to approve the Authorization of Signatures for Capital Grant Funds with Sizemore seconding. Yes-6, No-0 Abstain-0

Finance

Draft Audit from OhioMHAS/PCMHRB response-Hurst presented the audit findings and the board responses to the board members. No questions were asked.

FY24 Budget Revision-Hurst presented the FY24 Budget revisions to the board. The board had no questions.

- a. **SOS CO (Revenue & Expense)**
- b. **Board of Health of Clark County (Revenue & Expense)**
- c. **Cherry Street Capital (State Reimbursement)**
- d. **Split MH/SUD Crisis Stabilization-No Change in Funding**

24.03.626 David Sizemore motioned to approve the FY24 Budget Revisions with Megan Garton seconding. Yes- 6 No-0 Abstain-0

Contracts-Hurst presented the board with the contracts as listed below.

- a. **FY24 Thrive Addendum 3 SOS CO- \$35,152 Expense**
- b. **FY25 YWCA Lease- \$6,450 Revenue**
- c. **Landlord Incentive Agreement- Director** Raynes explained this would be a contract with the HIT Foundation for them to give funds to landlords. This would be an addendum to their already existing contract. Director Raynes explained it would be \$2,000 per landlord per person for individuals who have records. Hurst estimated the funds would be \$37,000 total.

24.03.627 David Sizemore motioned to approve Contracts with Megan Garton seconding exempting the FY25 YWCA Lease- \$6,450 Revenue. Yes- 6 No-0 Abstain-0

Director Approved Contracts-Hurst reported to the board that there was one contract Director Raynes approved this month without board approval.

- a. **FY24/FY25 Board of Health Clark County -\$5,000 Revenue**

Dashboard FY24 February-Hurst presented the board with the Dashboard FY24 February, and no questions were asked.

Balance Sheet, Revenue/Expense Statement, & Reconciliation Detail (2) FY24 February-Hurst presented the board with the balance sheet, revenue/expense statement, & the reconciliation detail and no questions were asked.

24.03.628 Armstead motioned to approve Balance Sheet, Revenue/Expense Statement, & Reconciliation Detail (2) FY24 February with Sizemore seconding. Yes- 6 No-0 Abstain-0

Then & Nows FY24 February-Hurst presented the board with February Then & Nows FY24. Board members had no questions.

24.03.629 Robert Wood motioned to approve Then & Nows FY24 February with Megan Garton seconding. Yes-6 No-0 Abstain-0

New Vendor Descriptions FY24 February-Hurst presented the board with the vendor descriptions for FY24 February and board members had no questions.

Board Staff Reimbursement Detail FY24 February – Hurst presented the board with the board staff reimbursement detail for FY24 February and board members had no questions.

Board Member Open Forum-No Board Member comments or concerns.

Chairperson's Remarks- No Chairman remarks.

Adjournment

24.03.630 Robert Wood motioned to adjourn Board Meeting with Miranda Armstead seconding. Yes-6 No-0 Abstain-0

Board Chair

Date

4-22-2014